

Minutes and any other attachments

IGEMBE CENTRAL CONSTITUENCY

MINUTES OF THE CDFC MEETING HELD ON 14TH, SEPTEMBER, 2021

PRESENT.

1. Mr. Andrew Ebuthania	Chairman
2. Mr. Danson njogu	Fund manager
3. Solomon Mwila	Member
4. Joyce Kananu Musa	Member
5. Joseph Mutharimi Gabriel	Secretary
6. Joyce Kananu Maingi	Member
7. Peter Kathambi Judy	Member
8. Hellen Muthoni	Member
9. Denis Karithi Meeme	Member
10. Michael K. Kioni	DCC



AGENDA

1. Prayers
2. Confirmation of previous minutes.
3. General Project report.
4. Proposal for 2021/2022 financial year.
5. A.O.B.

MIN 1/NG-CDFC/IGC/14/9: PRAYERS

The meeting started with a word of prayers by Andrew.

MIN 2/NG-CDFC/IGC/14/9: CONFIRMATION OF PREVIOUS MINUTES;

The previous minutes were read by the secretary, Joseph and confirmed by all members

MIN 3/NG-CDFC/IGC/14/9: GENERAL PROJECT REPORT

Amari *Ebuthania*

The NG-CDFC chairman welcomed the members for the meeting and the secretary read the agendas for the meeting.

Every person was given an opportunity to give an account of the status of all projects in his/her area of jurisdiction.

There was a general consensus that there is a need to step up supervision of all projects to enhance accountability.

The fund account manager reminded the members that they have a responsibility to take charge of all projects to ensure there is quality workmanship.

The NG-CDF chairman reminded the members that NG-CDFC is under performance contract and it is the responsibility of every single person to ensure that there is excellent performance at their areas of jurisdiction.

MIN4/NG-CDFC/IGC/14/9: PROPOSAL FOR 2020/2021 FINANCIAL YEAR

The NG-CDFC chairman tabled all the projects one by one as derived from the list of priority projects at the ward level. All members were of the opinion that the list comply with what emanated from the wards and unanimously endorsed the projects to be forwarded to the NG-CDF as follows:-

S/NO	Project Name	Project Code	Project Activity	Amount Allocated	Current Status
	ADMINISTRATION AND RECURRENT EXPENDITURE			-	
1	Employees' Salaries	4-012-052-2110000-100-2021/22-001	Payment of staff Salaries	2,582,400.00	New
2	Employees' Gratuity	4-012-052-2110000-100-2021/22-002	Payment of staff gratuity	1,200,000.00	New
3	N.H.I.F	4-012-052-2110000-100-2021/22-003	Payment of N.H.I.F deductions	84,000.00	New
4	N.S.S.F	4-012-052-2120201-100-2021/22-004	Payment of N.S.S.F deductions	44,800.00	New
5	Goods and Services	4-012-052-2210000-100-2021/22-005	Purchase of fuel, repairs and maintenance, printing, stationery, telephone, office tea and travel and subsistence	2,431,269.00	New

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S/NO	Project Name	Project Code	Project Activity	Amount Allocated	Current Status
			allowances.		
6	Committee Allowances	4-012-052-2210802-100-2021/22-006	Payment of committee sitting allowances	1,882,864.00	New
	Sub-Total			8,225,333.00	
	MONITORING,EVALUATION AND CAPACITY BUILDING				
7	Committee Allowances	4-012-052-2210802-111-2021/22-001	Payment of committee monitoring and evaluation allowances.	1,812,666.00	New
8	Goods and Services	4-012-052-2210000-111-2021/22-002	Purchase of fuel, repairs and maintenance, printing, stationery, airtime, travel and subsistence allowances	800,000.00	New
9	NG-CDFC/PMC Capacity Building.	4-012-052-2210700-111-2021/22-003	Undertake training of the PMCs/NG-CDFCs on NG-CDF related issues	1,500,000.00	New
	Sub-Total			4,112,666.00	
	EMEGENCY RESERVE				
10	Emergency Reserve	4-012-052-2640200-101-2021/22-001	To cater for any unforeseen occurrences in the constituency during the financial year	7,192,207.00	New
	Sub-Total			7,192,207.00	
	BURSARY				
11	Bursary Secondary Schools	4-012-052-2640101-103-2021/22-001	Payment of bursary to needy students in secondary schools	19,000,000.00	New

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S/NO	Project Name	Project Code	Project Activity	Amount Allocated	Current Status
12	Bursary Tertiary Institutions	4-012-052-2640102-103-2021/22-002	Payment of bursary to needy students in tertiary institutions	17,000,000.00	New
	Sub-Total			36,000,000.00	
	SPORTS				
13	Igembe Central Sports Programs	4-012-052-2640509-112-2021/22-001	Carry out constituency sports tournament (ksh.1, 741,778.00) and the winning teams/schools to be awarded with trophies, balls and games kits (ksh.1, 000,000).	2,741,778.00	New
	Sub-Total			2,741,778.00	
	ENVIRONMENT				
14	Njia Primary School	4-012-052-2640510-110-2021/22-001	Purchase, delivery, Planting and one month sustaining of six hundred certified tree seedlings.	100,000.00	New
15	Ntuti Primary School	4-012-052-2640510-110-2021/22-002	Purchase, delivery, Planting and one month sustaining Of five hundred Certified Tree Seedlings.	90,000.00	New
16	Rikiau Primary School	4-012-052-2640510-110-2021/22-003	Purchase, delivery, Planting and one month sustaining Of five hundred Certified Tree Seedlings.	90,000.00	New
17	Kiani kiraja Primary School	4-012-052-2640510-110-2021/22-004	Purchase, delivery, Planting and one month sustaining Of six hundred Certified Tree Seedlings.	100,000.00	New

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S/NO	Project Name	Project Code	Project Activity	Amount Allocated	Current Status
18	Laikumukumu Primary School	4-012-052-2640510-110-2021/22-005	Purchase, delivery, Planting and one month sustaining Of six hundred Certified Tree Seedlings.	100,000.00	New
19	Kangeta Primary School	4-012-052-2640510-110-2021/22-006	Purchase, delivery, Planting and one month sustaining Of six hundred Certified Tree Seedlings.	100,000.00	New
20	Kaumone Primary School	4-012-052-2640510-110-2021/22-007	Purchase, delivery, Planting and one month sustaining Of five hundred Certified Tree Seedlings.	90,000.00	New
21	Thuuru Primary School	4-012-052-2640510-110-2021/22-008	Purchase, delivery, Planting and one month sustaining Of five hundred Certified Tree Seedlings.	90,000.00	New
22	Ntuui Primary School	4-012-052-2640510-110-2021/22-009	Purchase, delivery, Planting and one month sustaining Of five hundred Certified Tree Seedlings.	90,000.00	New
23	Kaongo Ka mauu Primary School	4-012-052-2640510-110-2021/22-010	Purchase, delivery, Planting and one month sustaining Of five hundred Certified Tree Seedlings.	90,000.00	New
24	Limoro Primary School	4-012-052-2640510-110-2021/22-011	Purchase, delivery, Planting and one month sustaining Of five hundred Certified Tree Seedlings.	90,000.00	New
25	Thumbereria Primary School	4-012-052-2640510-110-2021/22-012	Purchase, delivery, Planting and one month sustaining Of five hundred Certified Tree Seedlings.	90,000.00	New

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S/NO	Project Name	Project Code	Project Activity	Amount Allocated	Current Status
26	Kiani kia nanga Primary School	4-012-052-2640510-110-2021/22-013	Purchase, delivery, Planting and one month sustaining Of five hundred Certified Tree Seedlings.	90,000.00	New
27	Limbuku Primary School	4-012-052-2640510-110-2021/22-014	Purchase, delivery, Planting and one month sustaining Of five hundred Certified Tree Seedlings.	90,000.00	New
28	Mwerene Primary School	4-012-052-2640510-110-2021/22-015	Purchase, delivery, Planting and one month sustaining Of five hundred Certified Tree Seedlings.	90,000.00	New
29	Muringene Primary School	4-012-052-2640510-110-2021/22-016	Purchase, delivery, Planting and one month sustaining Of five hundred Certified Tree Seedlings.	90,000.00	New
30	Karama antuamuo Primary School	4-012-052-2640510-110-2021/22-017	Purchase, delivery, Planting and one month sustaining Of five hundred Certified Tree Seedlings.	90,000.00	New
31	Kanathu Primary School	4-012-052-2640510-110-2021/22-018	Purchase, delivery, Planting and one month sustaining Of five hundred Certified Tree Seedlings.	93,556.00	New
32	Kalulu Primary School	4-012-052-2640510-110-2021/22-019	Purchase, delivery, Planting and one month sustaining Of five hundred Certified Tree Seedlings.	90,000.00	New

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S/NO	Project Name	Project Code	Project Activity	Amount Allocated	Current Status
33	Thimbili Primary School	4-012-052-2640510-110-2021/22-020	Purchase, delivery, Planting and one month sustaining Of five hundred Certified Tree Seedlings.	90,000.00	New
34	Kalankware Primary School	4-012-052-2640510-110-2021/22-021	Purchase, delivery, Planting and one month sustaining Of six hundred Certified Tree Seedlings.	100,000.00	New
35	Kamiruru Primary School	4-012-052-2640510-110-2021/22-022	Purchase, delivery, Planting and one month sustaining Of six hundred Certified Tree Seedlings.	100,000.00	New
36	Murera Primary School	4-012-052-2640510-110-2021/22-023	Purchase, delivery, Planting and one month sustaining Of six hundred Certified Tree Seedlings.	100,000.00	New
37	Nthambiro Primary School	4-012-052-2640510-110-2021/22-024	Purchase, delivery, Planting and one month sustaining Of six hundred Certified Tree Seedlings.	100,000.00	New
38	Mwomwere Primary School	4-012-052-2640510-110-2021/22-025	Purchase, delivery, Planting and one month sustaining Of six hundred Certified Tree Seedlings.	100,000.00	New
39	Mpinda Primary School	4-012-052-2640510-110-2021/22-026	Purchase, delivery, Planting and one month sustaining Of six hundred Certified Tree Seedlings.	100,000.00	New

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S/NO	Project Name	Project Code	Project Activity	Amount Allocated	Current Status
40	Kalui Primary School	4-012-052-2640510-110-2021/22-027	Purchase, delivery, Planting and one month sustaining Of six hundred Certified Tree Seedlings.	100,000.00	New
41	Nthare Primary School	4-012-052-2640510-110-2021/22-028	Purchase, delivery, Planting and one month sustaining Of six hundred Certified Tree Seedlings.	100,000.00	New
42	Miori Primary School	4-012-052-2640510-110-2021/22-029	Purchase, delivery, Planting and one month sustaining Of six hundred Certified Tree Seedlings.	98,222.00	New
	Sub-Total			2,741,778.00	
	Primary Schools Project				
43	Churui Primary School	4-012-052-2630204-104-2021/22-001	Construction of a classroom to completion	1,100,000.00	New
44	Kaongo Ka Mauu Primary School	4-012-052-2630204-104-2021/22-002	Renovation of 2 classrooms to completion :Roof repairs, floor, walls repair, painting, fixing of doors and windows	1,200,000.00	New
45	Thumbereria Primary School	4-012-052-2630204-104-2021/22-003	construction of a classroom to completion	1,100,000.00	New
46	Ntuui Primary School	4-012-052-2630204-104-2021/22-004	construction of a classrooms to completion	1,100,000.00	New
47	Kithare Primary School	4-012-052-2630204-104-2021/22-005	Renovation of 4 classrooms to completion: Roof repairs, floor, walls repair, painting, fixing of doors and windows	2,400,000.00	New

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S/NO	Project Name	Project Code	Project Activity	Amount Allocated	Current Status
48	Njia Primary School	4-012-052-2630204-104-2021/22-006	Renovation of 3 classrooms to completion: Roof repairs, floor, walls repair, painting, fixing of doors and windows	1,749,927.00	New
49	Ntuti Primary School	4-012-052-2630204-104-2021/22-007	construction of a classroom to completion	1,100,000.00	New
50	Kieiya Primary School	4-012-052-2630204-104-2021/22-008	construction of 2 classrooms to completion	2,200,000.00	New
51	Kangeta Primary School	4-012-052-2630204-104-2021/22-009	Renovation of 4 classrooms to completion : Roof repairs, floor, walls repair, painting, doors and windows	2,400,000.00	New
52	Nkinyang'a Primary School	4-012-052-2630204-104-2021/22-010	construction of a classroom to completion	1,100,000.00	New
53	Kieni kia Nanga Primary School	4-012-052-2630204-104-2021/22-011	Completion of an administration block of 60 staff capacity: Plumbing, Floor, ceiling, keying, painting and electricity supply.	1,200,000.00	Ongoing
54	Nkoe Primary School	4-012-052-2630204-104-2021/22-012	construction of a classroom to completion	1,100,000.00	New
55	Kalimbala Primary School	4-012-052-2630204-104-2021/22-013	construction of a classroom to completion	1,100,000.00	New
56	AIPCA Nyumba Ya Itui Primary School	4-012-052-2630204-104-2021/22-014	construction of a classroom to completion	1,100,000.00	New
57	Karama antuamuo Primary School	4-012-052-2630204-104-2021/22-015	Construction of 2 door pit staff toilets and one door toilet for people living with disability to completion.	500,000.00	New
58	Thimbili Primary School	4-012-052-2630204-104-2021/22-016	Renovation of 2 classrooms to completion: Roof	1,200,000.00	New

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S/NO	Project Name	Project Code	Project Activity	Amount Allocated	Current Status
			repairs, floor, walls repair, painting, fixing of doors and windows		
59	Kamiruru Primary School	4-012-052-2630204-104-2021/22-017	Renovation of 2 classrooms to completion: Roof repairs, floor, walls repair, painting, fixing of doors and windows	1,200,000.00	New
60	Kawiru Primary School	4-012-052-2630204-104-2021/22-018	construction of a classroom to completion	1,100,000.00	New
61	Kalulu Primary School	4-012-052-2630204-104-2021/22-019	construction of a classroom to completion	1,100,000.00	New
	Sub-Total			25,049,927.00	
	Secondary Schools				
62	Mukululu Day Secondary School	4-012-052-2630205-104-2021/22-001	Completion of 50 student's capacity laboratory: finishes (plastering, fixing of doors and windows, ceiling, floor, and painting) at ksh.1, 650,000, Mechanical works (gas works and plumbing) at ksh.920, 000, electrical works at ksh.210, 000, 8 benches and concrete work tops and 50 stools at ksh.420, 000.	3,200,000.00	Ongoing

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S/NO	Project Name	Project Code	Project Activity	Amount Allocated	Current Status
63	Kathelwa Day Secondary School	4-012-052-2630205-104-2021/22-002	Completion of a multipurpose hall with a capacity 1000 students: External paving & ramps, painting, electrical supply & installation and elevated PVC water tank, 10,000 litres capacity, costing ksh.120, 000	1,718,335.00	Ongoing
64	Kawiru Day Secondary School	4-012-052-2630205-104-2021/22-003	Completion of an administration block, with 70 staff capacity: External paving, pelmet boxes (Kshs.624,490) and installation of elevated water tank of 10,000 capacity, costing ksh.120, 000	744,490.00	Ongoing
65	Matiandui Secondary School	4-012-052-2630205-104-2021/22-004	Completion of an administration block with 65 staff capacity: floor tiles, lazing plastering, painting, electricity supply, bio digester(Kshs.1,485,495) and installation of elevated water tank, 10,000 litres capacity, ksh.120, 000	1,605,495.00	Ongoing

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S/NO	Project Name	Project Code	Project Activity	Amount Allocated	Current Status
66	Kaurine Day Secondary School	4-012-052-2630205-104-2021/22-005	Completion of a multipurpose hall with 1,500 student's capacity: Roof works, fixing of doors and windows, painting, electrical supply & installation, mechanical works, bio digester(Kshs.8,749,900 and elevated water tank of 10,000 litres capacity at ksh.120,000	8,869,900.00	Ongoing
67	Nthare Secondary School	4-012-052-2630205-104-2021/22-006	Completion of a dormitory of 300 student's capacity. Roof works, floor, plastering, doors, windows, painting, electrical supply & installation, bio digester (kshs.6,080,000) and installation of elevated water tank of 10,000 litres capacity at ksh.120,000	6,200,000.00	Ongoing
68	Ntuene Secondary School	4-012-052-2630205-104-2021/22-007	Completion of a dormitory with 300 student's capacity: Roof works, floor, plastering, fixing of doors and windows, painting, electrical supply & installation, bio digester (kshs.6,080,000) and installation of elevated water tank of 10,000 litres capacity at ksh.120,	6,200,000.00	Ongoing

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S/NO	Project Name	Project Code	Project Activity	Amount Allocated	Current Status
			000		
	Sub-Total			28,538,220.00	
	Kenya Medical Training College				
69	Kenya Medical Training College-Igembe Central	4-012-052-2630207-105-2021/22-001	Completion of one storey tuition block with six lecture halls; superstructure frame, superstructure walling, fixing of windows and doors, roofing, fencing of 1 acre land with (concrete poles, barbed wires and chain links, Vehicular gate and pedestrian gate) , electrical works, bio digester and civil works.	20,736,620.00	Ongoing
	Sub-Total			20,736,620.00	
	Security Projects				
70	Machungulu Chief's Office	4-012-052-2640507-113-2021/22-001	Construction of 2 door pit staff toilets and one door toilet for people living with disability to completion.	500,000.00	New
71	Kathelwa Assistant Chief's Office	4-012-052-2640507-113-2021/22-002	Completion of 3 three roomed assistant chief's office.; Floor slab, fixing of doors & windows and painting.	501,170.00	Ongoing

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S/NO	Project Name	Project Code	Project Activity	Amount Allocated	Current Status
72	Kawiru Assistant Chief's Office	4-012-052-2640507-113-2021/22-003	Completion of 2 rooms of an assistant chief's office; walling, roofing, plastering & painting) at ksh.400,000 and construction 2 door pit latrines and urinal to completion at ksh.300,000 and purchase and delivery of 3,000 litres capacity water tank at Kshs.30,000 and construction of a masonry base at ksh.19,180.	749,180.00	Ongoing
				1,750,350.00	
	Grand Total			137,088,879	

MIN5/NG-CDFC/IGC/14/9:A.O.B:

N.B. During the compilation of on-going projects for the financial 2021/2022, Kiani kia Nanga primary school with an activity of completion of an administration block with a total cost of ksh.1, 200,000 was erroneously captured as Kiani kia Nanga day secondary school, with an activity of construction of a laboratory in the on-going report forwarded to the board.

The committee authorized this error to be corrected in the on-going projects report and in the project proposal to be forwarded to the board as **Kiani kia Nanga primary school**, with an activity of completion of an administration block with a total cost of ksh.1, 200,000 instead of Kiani kia Nanga day secondary school with an activity of construction of a laboratory.

Also, the total cost for **Kenya medical training college, Igembe central** was understated during the preparation for the on-going projects for 2021/2022 as ksh.25, 670,320 which was done with haste without consulting the architectural drawings in order to meet the deadline set by the board to forward the report.

Apw. *Amulaw*

The actual project cost derived from the architectural drawings by the county quantity surveyor in charge of the project is ksh.29, 736,620.00 and this cost has been the basis during the tendering process which is almost complete.

The committee directed the fund manager to correct the changes in the on-going project report for 2021/2022 and in the proposal and forward to the board.

The fund account manager also informed members that he will send the soft copy of the filled tender document from the engineer to the NG-CDF board for verification.

Meanwhile NG CDFC authorized withdrawal of ksh.150, 000 to cater for NG-CDFC allowances, NG-CDFC executive allowances and office expenses.

Minutes confirmed without amendments.

Chairman ANDREW EBUTHANA SIGN [Signature] DATE 15/9/2021

Secretary JOSEPH MUTHARIMI SIGN [Signature] DATE 15/9/2021

FUND ACCOUNT MANA
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MAUA.